



**HR Director's Report  
March 7, 2022**

Dear Board of Directors:

**Staffing:**

**New Hires – January 25 – February 28**

Family Development – 3 (1- Assistant Director; 1 Teacher; 1 Transportation Aide)  
 Career & Family – 1 Employment Counselor/Workshop Facilitator  
 Administration – 1 Payroll Specialist, Executive Director

**Turnover – January 25 – February 28** - average of 115 employees including substitutes and youth.

Terminations in the months of January 25 – February 28:

Career & Family – 1 Employment Counselor

**Vacancies –**

**Family Development – as of 2/16/2022**

<i>Center</i>	<i>Open Position(s)</i>	<i>Date of Vacancy</i>	<i>Interviewing</i>	<i>Offered</i>	<i>Paper-work</i>	<i>Date In Process</i>	<i>Start Date</i>
RIVER	EHS Teachers Aide	2/28/22	X				
	EHS Assistant Teacher	1/24/22	X				
	EHS Assistant Teacher	1/1/22	X				
	Family Advocate	1/20/22	No	Applicants			
	Home Visitor	12/9/21	X				
	HS Floater Teachers Aide	12/1/21	X				
	EHS Floater Teachers Aide		X				
	Home Based Visitor	12/9/21	X				
	Long-Term Temp Family Adv	4/16/21	No	Applicants			
	Mental Health Counselor	4/16/21	No	Applicants			
CAMB	Home Based Visitor	12/8/21	X				
	EHS Assistant Teacher	10/18/21	No	Applicants			
	HS Floater Teacher's Aide	7/14/20	No	Applicants			
	Temp Center Aide	9/14/21	No	Applicants			
	HS Teachers Aide	8/19/21	No	Applicants			
	HS Lead Teacher	12/24/20	X				
DIX	Home Based Visitor (52)	1/17/22	X				
	Home Based Visitor (52)	12/24/21	X				
	Home Based Visitor (44 )	10/17/21	X				
	Temp Center Aide	9/30/21	X				
	HS Assistant Teacher	8/30/21	X				
	Specialized Sub – HV		X				
GRAN	HS Teacher	7/28/21	No	Applicants			
WH	EHS Lead Teacher	11/3/21	No	Applicants			

**Career & Family Services – as of 2/25/22 Community CARES Coordinator**

**Paid Family Leave –0**

**FMLA – 5**

**Disability – 1**

**Workers Comp – 0**

**Annual Hiring and Turnover Numbers for 2021:**

**Head Start**

- Total number of hires 30
- Total number of terminations 54 in the following categories:
  - ✓ Resigned - 33
  - ✓ Discharged - 7
  - ✓ COVID/Vaccine Related – 14

**Career and Family**

- Total number of hires 6
- Total number of terminations 7 in the following categories:
  - ✓ Resigned - 6
  - ✓ Discharged - 1

**Administration**

- Total number of hires 1
- Total number of terminations 4 in the following categories:
  - ✓ Resigned - 4

**HR Latest News:**

**NYDOH Extends NY HERO Act Designation a Fifth Time**

On Feb. 15, 2022, the NYS Commissioner of Health extended the NY HERO Act designation for a fifth time through March 17, 2022. The Commissioner will review the CDC’s level of transmission of COVID-19 at that time and determine whether to continue the designation (extend further) or not. Based on the Commissioner’s designations, if the CDC’s level of transmission in New York continues to be “high” or “substantial,” it seems highly likely that the Commissioner will continue the designation.

In light of the continued designation, covered employers (all private employers with a worksite(s) in New York state) should continue to have their NY HERO Act Airborne Infectious Disease Exposure Prevention Plans in place.

Respectfully submitted,  
Mary Jarvis-Caro